

MINUTES

WEST LAFAYETTE REDEVELOPMENT COMMISSION 609 West Navajo St., West Lafayette, Indiana Council Chambers

May 19, 2009

The meeting was called to order at 8:36 a.m. President Oates presided.

Secretary Sorensen called the role.

Present: Steve Curtis, Diane Damico, Larry Oates, Gary Lehman
Linda Sorensen, Janet Elmore
Absent: Dottie Rausch

Old Business:

Minutes

Ms. Damico moved to approve the minutes of the April 21, 2009 Redevelopment Commission meeting. Mr. Lehman seconded. Ms. Sorensen noted that Janet Elmore was absent from the meeting on April 12 and listed as present. The minutes were approved as corrected with a vote 5-0.

Wabash Landing Parking Garage

The terms of the Management Agreement require a quarterly meeting with a representative from the parking garage to walk through and inspect the status of the garage. Tom Gall of T. J. Gall & Associates, Inc., Wendy Watson Parking Garage Manager and Chandler Poole Director of Development were present at the May 7, 2009 inspection. A report detailing the findings was provided. (*attached to minutes*) A standardized form has been initiated and will be used for subsequent inspections. Issues cited in the May 7th report will be rechecked at the next quarterly inspection. Mr. Poole will find a consultant to inspect the structural integrity of the garage. Mr. Gall commented that John Most of Carl Most & Son, Inc. is familiar with the structure and has recently been through the garage. Mr. Most prepared the Capital Repairs List of September 2006.

At the request of the Commission, Mr. James Curtis, Jr., President of Sheehan Management Company was present to answer questions regarding the parking garage financial statements. Mr. Oates referred to the Restated Parking Management Agreement which was approved in December 2007. Mr. Curtis was asked for clarification of the administrative costs expense shown on the financial statement. Mr. Curtis stated the administrative costs expense covered the 24/7 onsite garage management services. The agreement indicated that the \$125,000 automation system would produce a cost savings

Payment of Claims

Mr. Curtis motioned to approve the payment of claims. Ms. Sorensen seconded.

The Sagamore Parkway TIF Surplus claim from American Structurepoint in the amount of \$3,964.00 for additional design work on the Yeager Road Project was explained by City Engineer Dave Buck.

Mr. Buck reviewed the Levee/Village TIF Surplus claim from RoadSafe Traffic Systems in the amount of \$17,416.75. The claim was for work done along State Street and Northwestern in the Village area for the Grand Prix weekend. The installation of barricades, pavement markings and the labor required was covered. Police Chief Jason Dombkowski stated the main goal was a controlled environment for safety purposes as a study for implementation on a long-term basis. Mr. Buck stated earlier planning to monitor traffic in the area will reduce costs and result in more competitive bidding.

The KCB TIF Surplus claim from CrossRoad Engineers for \$4,400.00 covered April additional road design services for the Yeager Road Project north of Kalberer.

The roll call vote:

Aye: Curtis, Damico, Lehman, Oates, Sorensen

Nay:

The motion to approve the payment of claims in the amount of \$25,780.75 passed 5-0.

Boiler Gateway

Mr. Andrew Gutwein of Boulder Group spoke about a pending new development in the Levee/Village TIF District. The presentation gave a summary of the project with associated costs and a tax analysis of potential generated revenues. Preliminary plans of the location, elevation and design of the building were presented. The project is scheduled to be reviewed by the Area Plan Commission. The proposed landscaping and environmental impact were also reviewed. The building will contain both retail and apartment space. The estimated cost of the project is over \$13,000,000. The presentation was followed by detailed question and answer session.

TIF District Revenues

Jim Treat of O.W. Krohn & Associates provided an historical and projected report on the tax increment revenue and allocation fund expenditures. The data included the past four years and an estimated 2009 settlement for the three TIF Districts since the final certified tax rates have not yet been determined. Based on the available data, it appears that captured assessed values for 2009 may not be as low as previously estimated. Mr. Treat explained that estimated revenues shown for 2009 were without pass-through assessed values. Pending issues may still affect the pay 2010 revenues. Information was provided pertaining to potential pass through elections for 2010 and the tax rate impact. Mr. Oates confirmed that the Commission is able to determine the amount of assessed value to pass through in any or all of the TIF Districts. The decision to pass through must

be made by July 15th of each year. Mr. Oates confirmed that the pass through of assessed value does not result in actual money given to the schools; it affects the tax rate.

The following meetings were confirmed.

Tuesday, June 16 at 8:30 a.m.
Tuesday July 14 at 8:30 a.m.
Tuesday, August 18 at 8:30 a.m.
Tuesday, September 15 at 8:30 a.m.
Tuesday, October 20 at 8:30 a.m.
Tuesday, November 17 at 8:30 a.m.
Tuesday, December 15 at 8:30 a.m.
Monday, January 4, 2010 at 4:00 p.m.

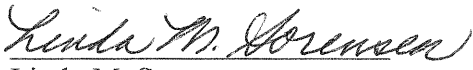
There was no further new business.

Public Comment

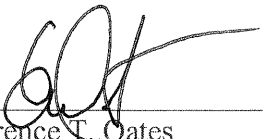
No public comment was made.

Adjourn

Being no further business, Mr. Curtis motioned to adjourn. Ms. Damico seconded. The meeting adjourned at 10:10 a.m.


Linda M. Sorensen
Recording Secretary

Approved:



Lawrence T. Oates
President

/djk

May 7, 2009

Quarterly Maintenance Inspection of Wabash Landing Parking Garage

In attendance: Wendy Watson, Chandler Poole, Tom Gall

This meeting is the first meeting to take place between the Parking Manager and the Commission's representative that dealt with ongoing repairs, maintenance and future issues affecting the Wabash Landing parking garage. A visual inspection was conducted by walking the entire parking garage, from the entrance to the roof, and back down to the entrance.

A standardized form for the inspection of the garage was not used as none has been developed, but will be for the next meeting. A detailed structural inspection will need to be done to determine any structural issues that may need to be addressed now or identified for future attention.

Since a detailed schedule of the past, current, and on going maintenance for the facility is not available, the Parking Manager will create and provide one to the Commission.

The results of the visual inspection are listed below.

Skyway Area:

- Windows need to be cleaned, both inside and outside
- Fresh coat of paint in walkway to retail area
- Water damaged areas to be repaired and repainted

Elevators/Elevator Waiting Areas:

- Heating units need to have control panels secured to prevent tampering
- Windows cleaned
- Paint as needed
- All waiting area doors to have required pull bars, push plates, etc.

Parking Areas:

- Burned out lights to be replaced as needed
- Spider webs/cobwebs to be removed from ceiling near entrance to elevator waiting areas and light fixtures within the parking areas
- Removal of pigeon nesting materials from ceiling of parking areas
- Replace missing signage on 7th floor parking area ("Level 7", Hotel, Elevator)
- Remove graffiti on 7th floor parking area

Roof Top:

- Repair swinging gate preventing access to elevator equipment area

Stairway:

- Cleaned on a regular basis

Exterior:

- Repaint crosswalks at entrance to parking garage and back entrance to hotel (WL to do this)

Conclusions:

From the visual inspection, basic cleaning of the facility needs to take place on a more regular schedule, at least every quarter. The structure appears to be in good shape, but a detailed structural inspection should be conducted by a qualified individual.